

WALK-IN-INTERVIEWNo. 354/OTELP Plus/2017Date: 03-11-2017

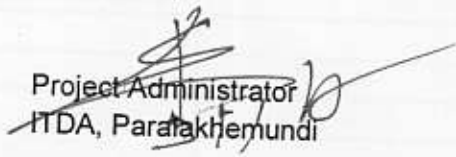
A walk-in-interview will be conducted as scheduled below for filling up the following posts in Orissa Tribal Empowerment & Livelihoods Programme (OTELP) Plus under ITDA Paralakhemundi on contractual basis with monthly remuneration as noted against each and subject to renewal as per OTELP Plus terms and conditions. The positions are purely temporary and can be terminated without assigning any reason. The minimum age limit for all the post is 21 years as on dt 01.03.2017.

Sl. No.	Name of the Post	No of vacancy	Required Qualification	Remunerat ion	Preference	Age limit
1	Expert (Land & Water Management)	1	Graduate in Agriculture Engineering / Civil Engineering Candidates with an additional qualification with post graduation in soil and water conservation engineering will be given weight age OR Graduate in Engineering in any discipline OR Diploma in Civil with minimum one year relevant experience in watershed / rural development related programme in promoting farm, off farm and nonfarm based livelihoods interventions. Candidates having experience in external aided projects like OTELP will be given preference.	₹ 20,000/- per month	OTELP Experience	21-45
2	Expert Livelihood-cum-Social	1	Graduate in Agriculture / Horticulture / Forestry / B.V.Sc. / B.F.Sc. OR Graduate with Botany / Zoology as one of the subject with no experience. OR Post Graduate in Rural Development/Rural Management having 1 year experience in Soil Conservation/Watershed.	₹ 20,000/- per month	OTELP Experience	21-45
3	Accounts-cum-Data Management	1	Graduate in Commerce with Tally / BBA (Finance)/MBA (Finance) without experience	₹ 15,000/- per month	OTELP Experience	21-45

Venue:- OTELP Conference Hall, ITDA, Paralakhemundi.

General information and instructions:-

1. Interested candidates having requisite qualification and experience may register their names for the interview on 16/11/2017 at the mentioned venue in between 10.00am to 11.00am. No registration will be allowed in any case after scheduled time of registration. After short listing basing on the required eligibility criteria, the candidates will be required to stay back for interview. If the number of candidates registered and shortlisted will be high, then the interview will be continued for other date/s, which will be notified to the candidates on the date of registration.
2. Candidates are request to come for interview with duly filled in appcaiton in prescribed format, available in the official website: www.gajapati.nic.in and bring all certificates / testimonials, in original and a set of self attested photocopies of the same, in support of age, qualification and experience, for verification. Candidates are also required to bring two recent passport size color photographs and self photo ID proof (Voter ID card /PAN card / Driving License / Aadhar Card /Passport). Incomplete application in any form will be rejected.
3. Details of vacancy, eligibility, age, application form etc. can be downloaded from the official website: (www.gajapati.nic.in).
4. Over aged and under qualification in the prescribed educational qualification shall be rejected.
5. Candidates, who are already working in OTELP or OTELP Plus either on regular or on contractual basis, have to submit No Objection Certificate (NOC) from the employer (appointing authority) at the time of interview, without which they will be eligible for appearing interview. NOC issued by any other authority other than appointing authority will not be accepted. NOC must be specific for the post, She/he applying and must be issued subsequent to issue of the advertisement.
6. If any candidate is found to have suppressed any material information or furnished false information/ documents; his/her case shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated form OTELP Plus forthwith. Candidates who have been disengaged earlier from OTELP on administrate ground such as disobedience / poor performance/ misbehavior / criminal activity etc. are not eligible.
7. No personal correspondence / queries will be entertained. All communication will be made through e-mail / official website / Notice Board. Canvassing in any form will render the candidate disqualified for the position.
8. The panel for above positions shall also remain valid for one year for similar post with same educational qualification and same remuneration, as will be decided by the authority.
9. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
10. The undersigned reserves the right to cancel any or all the applications /positions at any stage of recruitment process without assigning any reason thereof.
11. The result of walk-in-interview will be published in the official website of Gajapati District i.e www.gajapati.nic.in


Project Administrator
ITDA, Paralakhemundi

APPLICATION FORM

Post applied for:	Affix recent Passport size photograph
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1. PERSONAL DETAILS:

Name	
Present Address	
Permanent Address	
e-mail ID	
Date of Birth	
Category: (SC/ST/General)	
Gender: (Male/Female/Transgender)	

2. EDUCATIONAL QUALIFICATION (Recent First : 10th Standard onwards enclose self attested copies)

Name of the Examination	Board / University	Year of passing	Total marks	Marks secured	% of marks	Division

3. OTHER QUALIFICATIONS / TRAININGS (Including short training courses)

Course name	Year of training	Duration	Institution	Course details

4. EMPLOYMENT / WORK EXPERIENCE DETAILS (enclosed self attested copy)

Name and address of the employer	Designation	Duration		Brief description of Duties / Responsibilities	Name & Designation of Supervising Officer.
		From	To		

5. COMPUTER LITERACY

Software	Level of knowledge (Please Tick Relevant Column)		
Microsoft Office			
ERP TALLY			
Languages /Database			
Internet usages			

6. LANGUAGE PROFICIENCY (Please ✓ the Appropriate Column)

Language	Ability to Converse			Ability to Converse			Ability to Converse		
	Poor	Fair	Good	Poor	Fair	Good	Poor	Fair	Good
English									
Hindi									
Odia									
Other									

7. ANY OTHER INFORMATION (To strengthen candidature within 500 words).

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8. REFERENCE (Two persons to whom you have professionally reported)

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9. DECLARATION.

I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect at any point of time, my candidature / appointment may be cancelled / terminated without any notice.

Date:

Signature

Place: